

*Minutes of the*  
**KUTZTOWN AREA SCHOOL DISTRICT**  
 Board of Directors Meeting  
 Tuesday, September 4, 2018, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a workshop board meeting on Tuesday, September 4, 2018 at 7:30 p.m., at Kutztown Elementary School, pursuant to due notice to board members and the public.

**Present** Randy Burch, Michael Hess, Caecilia Holt, Eric Johnson, Karl Nolte, Jim Shrawder, Charles Shurr, Carl Ziegler

**Absent** Alan Darion

**Also Present** George Fiore, David Miller, Rikki DeVough, Christian Temchatin, Scott Hand, Deborah Barnes, Barry Flicker, Lisa Hunter, Steve DeLucas, Jeff Huffert, Carol Schulley

**Call to Order** The meeting was called to order at 7:33 p.m. by President Ziegler.

**Welcome** President Ziegler opened the meeting with a moment of silence and Pledge of Allegiance to the flag. He asked everyone to sign the attendance book and mark the topic of comment next to his/her name. He requested that anyone wishing to speak on an agenda item please raise his/her hand to be recognized. He indicated that this meeting was being tape recorded.

**Approval of Minutes** Motion made by Caecilia Holt, seconded by Randy Burch, to approve the Minutes of the August 20, 2018 School Board Meeting.

**Roll call vote: Yes 6 No 0 N/A 2 (Johnson, Shrawder) Absent 1 (Darion)**  
**Motion carried**

**Superintendent's Report** Opening of School  
 Reading Under the Lights  
 Community e-Newsletter- "Cougar Prints"  
 College and Career Readiness Grant Award  
 Dollar General Literacy Foundation Youth Literacy Grant  
 Patriot Day- September 11

**Personnel** Motion made by Karl Nolte, seconded by Michael Hess, to approve the following personnel items:

1. The approval of the following as a participant in the Senior Volunteer Tax Exchange Program for the 2018-2019 school year:
 

	Peter Karch	Elizabeth Coffin
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2. The approval of Karen Deysher as the head cook at Kutztown Area Middle School at a rate of \$13.35 per hour, effective September 5, 2018.
3. The approval of Julia Hummel as a Licensed Practical Nurse (LPN) at Kutztown Elementary School at a rate of \$16.58/hr effective on or before September 11, 2018.
4. The approval of Heidi Scarano as a substitute teacher for the 2018-2019 school year at a rate of \$100 per day for days 1-20 and \$110 per day for days 21 and thereafter.
5. The approval of the following coaches, advisors, and stipends for the 2018-2019 school year, effective September 5, 2018
 

Benjamin Hoffman	Freshman Class Co-Advisor	\$475.00
Carol Shulley	Freshman Class Co-Advisor	\$475.00
Ryan Thomas	High School Science Olympiad Co-Advisor	\$700.00 (amended)
David Drummer	High School Science Olympiad Co-Advisor	\$700.00
David Drummer	Middle School Science Olympiad Volunteer	
Dustin Shirk	Middle School Band Co-Director	\$875.00
Amanda Miller	Middle School Band Co-Director	\$875.00 (amended)
6. The approval of the following volunteers for the All Schools Musical for the 2018-19 school year:
 

Holly Stutzman	Jessica O'Neil	Melissa Leiby
Pamela Ashman	Aaron Ashman	Becky Rager
Deanna Johnson	Tina Gammons	Jill Wismer
Karin Hoffman	Kathy Miller	Sarah Johnson
Abby Claypoole	Amy Schwarz	Gary Mullen
Heather Bittner	Rachel Martin	

7. The approval of the following resource persons and stipends for the 2018-2019 school year:
- |                 |   |                         |
|-----------------|---|-------------------------|
| Michelle Fritz  | for Nicole Teese (3rd Grade LTS)          | \$150.00 to be prorated |
| Jane Venkauskas | for Nicole Teese (3rd Grade LTS)          | \$150.00 to be prorated |
| Ashley DeWitt   | for Leah Burns (Speech- Medical Services) | \$300.00                |

**All Personnel are Approved Pending the District's Receipt of All Mandated Credentials**

**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**

**Policy- Second Reading** Motion made by Randy Burch, seconded by Eric Johnson, to approve the second and final reading of the following policies:

- Policy 008: Organization Chart
- Policy 249: Bullying/Cyberbullying
- Policy 302: Employment of Superintendent/Assistant Superintendent
- Policy 831: Confidentiality and Security of FBI Criminal History Record Information

**Roll call vote: Yes 8 No 0 N/A 1 (Shrawder) Absent 1 (Darion)**  
**Motion carried.**

**Conference Request** Motion made by Karl Nolte, seconded by Caecilia Holt, to approve employee #1770 to attend the PAEA Pennsylvania Art Education Association Conference on October 4-7, 2018 in Harrisburg, PA, at a cost of \$921.32.

**Roll call vote: Yes 7 No 1 (Shrawder) Absent 1 (Darion)**  
**Motion carried.**

**Career Readiness Mini-Grant** Motion made by Jim Shrawder, seconded by Karl Nolte, to accept the Career Readiness Mini-Grant from the Department of Labor and Industry in the amount of \$5,000 to be used for the development of college and career readiness.

**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**

**Dollar General Literacy Grant** Motion made by Eric Johnson, seconded by Jim Shrawder, to accept the Dollar General Literacy Foundation Youth Literacy Grant in the amount of \$3,000 to be used for elementary guided reading libraries.

**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**

**Donation** Motion made by Charles Shurr, seconded by Jim Shrawder, to accept, with gratitude, the donation from Banc Technic, Inc. for the Reading Under the Lights program in the amount of \$300.

**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**

**Facilities Use Fee Schedule** Motion made by Randy Burch, seconded by Karl Nolte, to approve the Facilities Use Fee Schedule.

**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**

**Fire Alarm Strobes** Motion made by Randy Burch, seconded by Karl Nolte, to approve the installation of fire alarm strobes in the high school by Berkshire Systems Inc. at a cost of \$2,301.

**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**

**Coaches/Advisors Handbook** Motion made by Randy Burch, seconded by Charles Shurr, to approve the Coaches/Advisors Handbook.

**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**

**Support Staff Handbook** Motion made by Karl Nolte, seconded by Randy Burch, to approve the Support Staff Handbook.

**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**

- Exterior/Interior Signage** Motion made by Randy Burch, seconded by Karl Nolte, to approve the purchase of exterior and interior signage for district buildings from Fegely Signs at a cost of \$6,830.  
**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**
- ELC Lease Addendum** Motion made by Eric Johnson, seconded by Jim Shrawder, to approve the lease addendum with Early Learning Community, Inc. from September 1, 2018 through August 31, 2019.  
**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**
- Glad Tidings Lease Addendum** Motion made by Jim Shrawder, seconded by Caecilia Holt, to approve the lease agreement with Glad Tidings Church at Kutztown Area Middle School from September 9, 2018 through December 31, 2021.  
**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**
- River Rock Academy** Motion made by Randy Burch, seconded by Charles Shurr, to approve the agreement with River Rock Academy for a special education student, at a cost of \$169.21 per day for the 2018-19 school year.  
**Roll call vote: Yes 8 No 0 Absent 1 (Darion)**  
**Motion carried.**
- Adjournment** Motion made by Jim Shrawder, seconded by Charles Shurr, to adjourn the meeting at 7:54 p.m.  
**Motion carried unanimously.**

Respectfully Submitted by,

Rikki L. DeVough  
School Board Secretary